

Present: Mayor: Brian Hemminger
Trustee: Howard Hughson
Trustee: BJ Hicks

Trustee: Michael Cheney
Trustee: Joe DeBrock

Also present: Clerk/Treasurer: Jill Seifert, DPW Superintendent: Ken McAllister, WWTP Operator: Adam Lotyczewski, Code Enforcement Officer: Jim Murphy & Police Chief: John Storer.

Public: PCC Executive Director: Janie Burgess, PCC Board President: Jonas Myhill & Jonathan Miller.

Mayor Hemminger opened the meeting with the pledge of allegiance to the flag at 7:00 pm.

REPORTS:

Police: 1. August reports – No questions, John indicated that things are steadily busy. Brian requested that John look into the increasing number of dirt bikes, from 2 to 6 or 8, which start at 76 Pleasant Street and go out William Street to under the power lines, into the town.
2. September schedule – No questions.

Fire Department: 1. August report – No questions. Michael indicated that the Department wants to do a boot drive fund raiser on October 2 at 96 & 88, first time they have done one in many years. Questions were raised about the two recent boot drives; one was for the Midlakes Chem Free graduation party and the other involved Chris Tiffany in some way. The Board has no objection regarding this event.

8 Banta Street: 1. Pedestrian/Vehicle Mirror – Installed.
2. Water Fountain/Fillers – Janie provided Jill with the filler and separate chiller information that PCC installed in the fitness center. Did not order; felt more discussion was needed, where would the chiller be located etc. After a discussion, Janie will provide alternative information regarding an all in one unit.
3. Leaking windows in 211/213 – the windows were caulked last year prior to the Head Start Program starting, unfortunately that did not fix the issue and the windows need to be replaced with some possible masonry work as well. Geneva Glass has been to measure and will be quoting fixed windows to match the recently installed Fitness Center windows. Ken indicated that strict start/stop guidelines will need to be established for any masonry work to be completed.
4. Basketball Court – Due to being unable to find a contractor to line a concrete basketball court it has been determined that the product should be asphalt and not concrete. Ken indicated that the previously completed pad/site work is fine for asphalt; the stone itself would need to be extended to allow the paver to drive on and off of the pad. Ken will contact a paving crew for an estimate. He spoke with DPW Superintendent Jason Lannon who indicated that the Village of Clifton Springs puts \$2,000-\$3,000 away yearly for maintenance of their courts. Janie reported that the contractor she spoke with indicated that every 5-7 years it would need recoating/relining at the cost of \$7,000-\$10,000; she will request a quote be sent to the Village for the initial coating and lining. A brief discussion regarding timing ensued with a consensus being reached to wait until spring to pave the pad.
5. Additional Fitness Center Parking – per Janie's email; additional parking is needed now that the new Fitness Center is open and competing for space with taekwondo and programs such as dance. Janie, Brian and Jonas discussed what was needed versus the space needed for snow removal during the winter. The "first" tree was referenced as a stopping point, Ken and Janie will need to look at together so that everyone is on the same page prior to Ken getting a quote.
6. Unisex Bathrooms – Janie is requesting the Board's approval to turn the central hall bathrooms unisex as the clientele and staff within the building is a large percentage of females. The Board has no objection to this; Janie to provide Jill with the appropriate door signs, the wall mounted signs will need to be re-lettered and a lock will need to be added to the north bathroom.

DPW, WWTP & Water:

1. DPW – Ken is looking for guidance from the Board regarding sidewalks. The dilemma is that loads of concrete are roughly 3 weeks out and if the weather is bad on your scheduled day you are bumped out of the schedule; this impacts resident's access to their driveways/property. The Board acknowledges that this is a problem and requests that Ken continue to try to work with the concrete companies. Ken indicated that they have been trimming trees on Main Street and he would like to continue Village wide. It has been a few years since the crew has addressed this, other than in problematic areas; they have also identified a few trees that need to be taken down due to their condition.
2. WWTP Disinfection Improvements – received survey proposals from Marks Engineering, Hoffman Land Surveying and BME Associates, discussed Peter Martin's recommendation of contracting with BME as the low quote. Motion by Trustee DeBrock, 2nd by Trustee Hicks and unanimously carried authorizing the hiring of BME Associates for the WWTP Topographical/Boundary Survey in the amount of \$4,650.00.

- 3. Water/WWTP – Adam indicated that all is good at the plant, moving forward with the project, per previously discussed survey. He is scheduled for his recertification and the NYS DEC plant inspection will take place soon.
- 4. Transfer Station – we are down one employee; posted at the Transfer Station and Clerks Office on 8/20, no interest as of yet. Brian requests that the post be added to the phelpsny.com website and shared on Facebook.

Redfield Park: 1. Ken reports that the replacement swing set frame has been installed; swings not installed yet. Ken will install the inclusive swing at the north end of the frame, per BJ’s request.

Crooked Bridge Park: 1. Nothing to report.

Code Enfnt: 1. August report – No questions. Jim indicated that he has spoke with Don Miller from the Waterside Wine Bar; the repairs to the retaining wall will be started in two weeks, reportedly the delay has been the contractor. Local Palate will be adding a restaurant that will be serving beer and cider; we have received a request for a waiver of the 30 day notice required by the NYS Liquor Authority; the Board has no objection to this proceeding; Jill to notify applicant’s agent. There is an accepted purchase offer on the Phelps Hotel; a brief discussion outlining the Board’s desire for Jim to keep an eye on any developments followed.

YP&R Comm: 1. Harvest Festival – Saturday, October 16th noon – 2 pm; all activities will be outside, if inclement weather the event will be canceled. The Lions Club will be serving lunch inside, masking rules will need to be followed when inside.
2. Halloween – Sunday, October 31st – all normal activities will be held; parade, costume contest, trunk or treat and traditional trick or treating; everything outside. OTTC has requested the parade start at their location, office or garage to be confirmed; as they are planning to participate.
3. Hometown Christmas – to be discussed at the October 11th Board Meeting; tentative date Saturday, 12/4.

Treasurer Rpt: 1. June, July & August report – provided. No questions.

Minutes: 1. Minutes of the August 9, 2021 Regular Monthly Meeting – Motion by Trustee Hughson, 2nd by Trustee Hicks and carried as presented with Trustee DeBrock abstaining.
2. Minutes of the June 28, 2021 Planning Board Meeting – For information only.
3. Minutes of the August 23, 2021 Planning Board Meeting – For information only; BJ reiterated her request for the Village Board to be made aware of upcoming Planning and Zoning Board meetings.

Correspondence: 1. Phelps Ladies Croquet Club – Thank you to the Village and employees for the use of Redfield Park for this year’s season.
2. Charter Communications – 8/27 channel adjustments.
3. WFL-BOCES Gas Bid Results – Empire Natural Gas.

New Discussion: 1. **RESOLUTION # 4 - 2021**
The following resolution was offered by Trustee DeBrock, 2nd by Trustee Cheney at the Board Meeting on September 13, 2021:
Resolution Authorizing the Transfer of Funds from the Village of Phelps “Village Building Reserve Fund”:
WHEREAS, THE Board of Trustees wishes to transfer up to \$7,750.00 from the “Village Building Reserve Fund” account for the purpose of replacing Zone 26 smoke heads and addressable fire panel at 8 Banta Street;
WHEREAS, funds are available for such purpose in this Reserve Fund for this purpose;
NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Village of Phelps authorizes as follows:
1. That the Treasurer of the Village of Phelps be, and she hereby is, empowered to transfer the funds from the “Village Building Reserve Fund” to the General checking account. Said funds to be used solely for the replacement of Zone 26 smoke heads and addressable fire panel at 8 Banta Street.
2. Such a transfer is subject to a 30-day permissive referendum. Petitions requesting a permissive referendum must be filed with the Village Clerk’s office within 30 days as provided by law.

The following vote was taken:

	<u>AYE</u>	<u>NAY</u>
Mayor: Brian Hemminger	XX	_____
Trustee: Joe DeBrock	XX	_____
Trustee: Howard Hughson	XX	_____
Trustee: Bette J. Hicks	XX	_____
Trustee: Michael Cheney	XX	_____
Motion carried.		

2. RESOLUTION # 5 - 2021

The following resolution was offered by Trustee DeBrock, 2nd by Trustee Hughson at the Board Meeting on September 13, 2021:

Resolution Authorizing the Transfer of Funds from the Village of Phelps “Police Equipment Fund”:

WHEREAS, THE Board of Trustees wishes to transfer up to \$40,000.00 from the “Police Equipment Fund” account for the purpose of purchasing a 2021 Dodge Charger;

WHEREAS, funds are available for such purpose in this Reserve Fund for this purpose;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Village of Phelps authorizes as follows:

1. That the Treasurer of the Village of Phelps be, and she hereby is, empowered to transfer the funds from the “Police Equipment Fund” to the General checking account. Said funds to be used solely for the purchase of a 2021 Dodge Charger.
2. Such a transfer is subject to a 30-day permissive referendum. Petitions requesting a permissive referendum must be filed with the Village Clerk’s office within 30 days as provided by law.

The following vote was taken:

	<u>AYE</u>	<u>NAY</u>
Mayor: Brian Hemminger	XX	_____
Trustee: Joe DeBrock	XX	_____
Trustee: Howard Hughson	XX	_____
Trustee: Bette J. Hicks	XX	_____
Trustee: Michael Cheney	XX	_____

Motion carried.

****Note – although this permissive referendum was authorized previously, see minutes of the November 9, 2020 meeting; production of this model vehicle was halted and the funds were not spent in the 2020-2021 budget year, the funding was carried over into the 2021-2022 budget year. ****

3. Troy & Banks– Ontario County has contracted with this company to provide Utility Auditing/Consulting services and has notified all Ontario County Municipalities of the availability to “piggyback” on the agreement. After a brief discussion, the Board is not interested currently.
4. Forage at the Local Palate – Restaurant who is applying for their liquor license; discussed previously under Reports – Code Enforcement.

Old Discussion: 1. Code Project – received an email from General Code regarding finalizing this project.

Transfers: None.

Vouchers: Motion by Trustee DeBrock, 2nd by Trustee Cheney and carried to pay the following vouchers as presented.

Abstr#04	General	Ck #'s: 17546 – 17589	In the amount of:	\$ 44,521.17
Abstr#04	Water	Ck #'s: 11639 – 11647	In the amount of:	\$ 28,914.23
Abstr#04	Sewer	Ck #'s: 12612 – 12629	In the amount of:	\$ 10,610.83

Adjournment: 8:21 PM: Motion by Trustee DeBrock, 2nd by Trustee Hughson and carried to adjourn the meeting.

Respectfully submitted,

Jill K. Seifert
Clerk/Treasurer